

Title Code: #4010
Non-exempt
DBM Rating: B21 PS

CITY OF COLLEGE STATION JOB DESCRIPTION

TITLE: Police Officer

DATE: 07/04

REPORTS TO: Police Sergeant, Police Lieutenant

DEPT: Police

JOB SUMMARY

Protect the lives and property of the citizens of College Station through the enforcement of federal, state and municipal laws codes and ordinances. May function as a patrol officer, traffic officer, criminal investigator, crime prevention officer, field training officer, recruitment/training officer, warrant officer, or any other assignment as designated by the Police Chief.

PRINCIPAL JOB DUTIES

Any one position may not include all of the duties listed. The listed duties may not include all tasks that may be found within a position in this class.

1. Patrol an assigned area by car, motorcycle, bicycle, or on foot to discourage crime.
2. Perform and assist in criminal investigations. Secure crime scenes and preserve evidence.
3. Enforce traffic laws. Investigate traffic accidents. Direct traffic when necessary.
4. Conduct security checks on commercial buildings and residences.
5. Respond to emergency calls (accidents, burglaries, prowlers, etc.) and take appropriate action.
6. Serve civil and criminal papers.
7. Prepare for and testify in court on criminal and traffic cases.
8. Guard and transport prisoners.
9. Answer questions from citizens concerning laws and City ordinances. Provide assistance.
10. Prepare and submit reports.
11. Perform related duties as assigned.

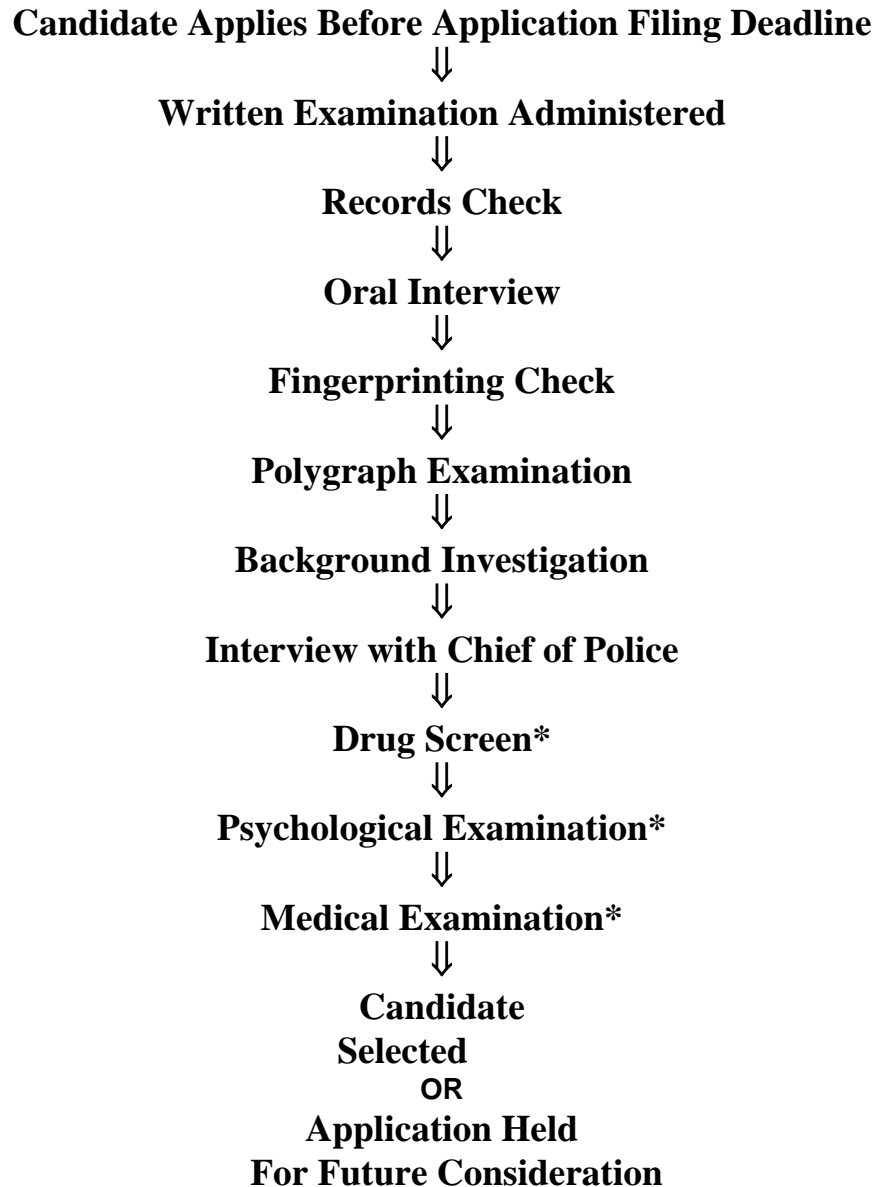
JOB QUALIFICATIONS

Required: High school diploma or GED plus 12 hours of college or GED plus 2 years of continuous military service.
United State's citizen.
Valid Texas Driver's License.

Preferred: Bachelor's Degree.

Note: *The City of Bryan and the City of College Station will be conducting the written exam as a joint venture; however, you must submit applications to both to be considered for both. If you are also interested in applying with the City of Bryan, please click [here](#) or call their Human Resources Office at (979)209-5064.*

**COLLEGE STATION POLICE DEPARTMENT
POLICE OFFICER
SELECTION PROCESS FLOW CHART**



- Candidates must be successful in each phase of the selection process.
- Candidates may be eliminated/disqualified at any point in the process for failure to meet the criteria set forth by the Police Department.
- Process from application deadline typically takes 60 to 90 days.
- Those successfully completing the selection process will be placed on an eligibility list for 6 months. After 6 months the applicant must reapply.
- * A conditional offer of employment will have been made before the drug screen, psychological exam and medical exam are administered.